

NOTICE OF REGULAR MEETING
CONDUCTED IN PERSON AND ELECTRONICALLY

TO: THE BOARD OF FIRE COMMISSIONERS OF EMERGENCY SERVICES DISTRICT NO. 47 IN OF HARRIS COUNTY, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

A governmental body may hold an open meeting by telephone conference call or video conference if: (1) an emergency or public necessity exists within the meaning of Section 551.045 of the Texas Government Code; and (2) the convening at one location of a quorum of the governmental body is difficult or impossible. The current COVID-19 pandemic and the public proclamations by federal, state, and local governmental officials in 2020 and 2021 ordering persons to stay at home and prohibiting certain gatherings of people constitutes both an emergency and a public necessity.

Notice is hereby given pursuant to Government Codes Section 551.001, 551.045, 551.054, and 551.125, as amended, that the Board of Commissioners of Harris County Emergency Services District No. 47 will hold its regular monthly meeting, open to the public, at **7:00 p.m. on Thursday, September 23, 2021.**

The meeting will be held at the District Fire Station located at **19636 Saums, Houston, Texas 77084**, inside the boundaries of the District. At least three Commissioners must be physically present at the meeting to constitute a quorum.

Because of health concerns and social distancing requirements, Commissioners and members of the public who wish to participate in the meeting, have the option to participate either in person or via telephone conference call.

If a quorum consisting of three Commissioners is physically present in person at the meeting, other Commissioners and members of the general public desiring to participate in the meeting may access the telephone conference call by **calling 346-248-7799 and entering the meeting id: 840 9585 4576** when prompted to do so.

As a courtesy, and only as a courtesy, Commissioners and members of the general public may also participate in the meeting via Zoom video conference (using the video provisions of Section 551.127 of the Texas Government Code) by going to the following internet site on a computer, tablet, iPad, smart phone, or other mobile device:

[https://us02web.zoom.us/j/840 9585 4576](https://us02web.zoom.us/j/84095854576); however, the designated and primary methods for participation is in person at the District's Fire Station and secondarily by telephone conference call pursuant to Chapter 551.125 of the Texas Government Code.

In accordance with Section 551.125 and 551.127, the meeting will be recorded; and a copy of the recording will be available to the general public within a few days after the teleconference ends.

At this meeting of the District, which is open to the public, the Commissioners will consider and act upon the following matters:

1. **Confirmation of Emergency Status:** Discussion of current events to determine whether or not an emergency exists and to confirm compliance with applicable statutes for open meetings and for emergencies.
2. **Review Electronic Meeting Protocols:** Discuss provisions of Texas Government Code 551 and associated requirements for open meetings held via telephone conference and via video conference.
3. **Public Comment:** To receive comment from members of the public (By District policy, speakers under this item are limited to five minutes for their presentation and comments, whether their intended comments relate to an identifiable item of business on this agenda or to other matters).
4. **Minutes from Prior Meetings:** Review and approve minutes from prior meetings, including minutes prepared for meetings held in whole or in part using electronic, video, or telephonic means.
5. **Sales and Use Tax Report:** Review report on sales and use taxes, including submission of required documents to the Texas Comptroller and other entities; approval of other costs and filings associated with the sales and use tax process; and other related issues.
6. **Discussion of Sales and Use Tax Consultant:** Discuss presentations received last month from vendors interested in serving as the District's sales and use tax consultant including approval of new contract, if desired and appropriate.
7. **Financial and Bookkeeper's Report:** Review and approve the finances of the District, the bookkeeper's report, the investment report, the payment of bills, and the payment

of compensation to Commissioners; authorize all appropriate action related thereto, including but not limited to additional allocation of funds and/or ratification of checks issued and funds expenditures since last meeting.

- 8. Westlake Fire Department Report:** Receive and review the contractually required report from Westlake Fire Department officials regarding activity in the District and the Department's financial status, and authorize all appropriate action, if any, including but not limited to the additional allocation of and/or ratification of the expenditure of additional funds for unexpected or emergency expenses.
- 9. Replace Door System at Fire Station.** Consider and discuss repairing and/or replacing the door system at the Fire Station. Take any action associated as deemed necessary and appropriate, including but not limited to approval of the repair and/or replacement, and allocation of funds to the project.
- 10. Discuss Status of Ambulances Being Replaced by New Ambulances:** Discuss ambulances being taken out of service following the purchase of new ambulances, including a determination by the District as to whether the out of service ambulances are salvage, surplus, or otherwise, and a determination as to what is in the District's best interest with respect to the out of service ambulances, including authorization of sale, exchange, or donation in accordance with applicable laws.
- 11. Westlake VFD Two Way Radio Operations.** Discuss the current Westlake two way radio operations including current radios, 800 mhz radios, costs and charges related to each, and future ESD 100 – West Comm Dispatch Center radio operations requirements. Take any action associated therewith as deemed necessary and appropriate, including the solicitation of bids and/or appropriation of funds.
- 12. Review Audit of Department's 2020 Financial Records:** Discuss the audit conducted as required by the agreement between District and Department, and approve audit if available and appropriate.
- 13. Review Westlake Fire Department Proposed 2022 Budget.** Review and discuss proposed 2022 budget for Westlake Fire Department, in anticipation of discussing the District's 2022 Budget and establishing the District's 2021 tax rate.
- 14. Review District's Proposed 2022 Budget.** Review, discuss, and approve District's proposed 2022 budget in anticipation of establishing the District's 2021 tax rate and corresponding tax levy.
- 15. Discussion of 2021 Tax Levy.** Review and discuss District's Certified Tax Roll, the District's 2022 Budget, and the various tax rates required by Truth In Taxation laws when considering establishing the District's 2021 tax rate.

16. **Set 2021 Tax Rate.** Review and discuss District's Certified Tax Roll, the District's 2022 Budget, and the various tax rates required by Truth In Taxation laws, including a written resolution establishing the District's 2021 tax rate or its proposed 2021 tax rate, including a discussion of potential meeting and hearing dates, if required, desired and/or appropriate.
17. **Discuss Commissioners Election Called for Tuesday, November 2, 2021:** Discuss issues and timetables related to upcoming Commissioners' election to be held later this year, including but not limited to positions open, pertinent dates, and projected costs.
18. **Attorney's Report:** Receive a report from the District's Attorney and authorize all appropriate action, including but not limited to reviews of the District's contracts with consultants and review of any applicable laws, rules, regulations, and statutes.
19. **Firearms Carry Policy.** Review and discuss any previously stated policy pertaining to the carrying of firearms on or in any Emergency Service District 47 owned property or structure. If in the absence of any such established policy and in light of recent revisions to state laws, consider and discuss the need for establishing a policy pertaining to the carrying of any firearms on or in District property. Take any action deemed as appropriate and necessary towards this matter including the creation of a District firearms carry policy and related appropriation of funds.
20. **Convene Closed Meeting (a.k.a. Executive Session) Pursuant to Section 551 of the Texas Government Code:** Conduct a Closed Meeting of the Commissioners pursuant to Section 551 of the Texas Government Code for: a private discussion with counsel with regard to pending or contemplated litigation or a settlement offer; the purchase, exchange, lease, or value of real property; a prospective gift or donation to the state or a governmental body; a deliberation regarding the appointment, employment, discipline or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee; the deployment or implementation of security personnel or security devices or a security audit. The District must keep a certified agenda of the closed meeting in accordance with applicable laws; and any final action, decision, or vote on a matter deliberated in the closed meeting or executive session may only be made in an open meeting held in compliance with the notice provisions of the Texas Government Code, Chapter 551.
21. **Reconvene Open Meeting to Take Any Final Action, Decision, or Vote on the Matters Discussed in the Closed Meeting (Executive Session):** Take final action, decision, or vote on the matters deliberated or discussed in the closed meeting or executive session just ended by the Board, if appropriate, desired, necessary, or required.

- 22. Amend District's 2021 Budget:** Review and discuss District's 2021 budget and make amendments as desired and/or appropriate.
- 23. Other:** Such other matters that may come before the Board and authorize appropriate action.

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